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From: Corbett, Kate (DPH)
Sent: Monday, July 16, 2012 3:12 PM
To: Piro, Peter (DPH)
Cc: Salemi, Charles (DPH)
Subject: RE: Summary of 7-13-12 Meeting

When you make the new drug analysis form could you please add a column for us to write down the amt we weighed out into each vial? I am doing a multiple (25 vials) and there is no place to record the amt for the vial so I have put it all in the calculation box.

Thanks! ☺

From: Piro, Peter (DPH)
Sent: Monday, July 16, 2012 9:46 AM
To: Salemi, Charles (DPH); Saunders, Della (DPH); Gagnon, Kenneth (POL); Glazer, Lisa (DPH); Corbett, Kate (DPH); Frasca, Daniela (DPH); Piro, Peter (DPH); Renczkowski, Daniel (DPH); Medina, Nicole (DPH); Tran, Mai (DPH); Lawler, Michael (DPH); Lleshi, Hevis (DPH); O'Brien, Elisabeth (DPH)
Cc: Vallaro, Guy (POL)
Subject: Summary of 7-13-12 Meeting

Based on our meeting on Friday, I'd like to review some of the MSP changes that will be incorporated into the GC/MS lab. We will **stop** the practice of using bracketing standards. We decided to share the GC/MS instrument among chemists and that adding onto a run was allowed by multiple chemists. Chemists will be responsible for adding on their own standards, blanks and samples if they want to take their hardcopy and walk away. If chemists want to share standards, the second operator will be responsible for making their own hardcopy in Data Analysis. Please remember a new standard will be required if more than 24 hours has elapsed. The use of blanks will continue as usual as will the frequency of tuning. Please continue to file the original GC/MS tune as usual but also file the QC mix with the tune. We will continue to use the same QC mix for the moment while I look into the implications of switching over to a cocaine/heroin mixture. Also continue to file the hand written batch sheet as usual. GC/MS control sheets will **no** longer be used by the GC/MS lab and they will not be required for technical review. Attached is the latest version of the technical review sheet. In the near future, I will attempt to draft a standardized Drug Analysis Form that will be acceptable to the lab.

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